

Maryland Army National Guard

FIELD GRADE POSITION VACANCY ANNOUNCEMENT

OPENING DATE 15 August 14 CLOSING DATE 14 September 14 BOARD DATE TBD

POSITION TITLE: J1 – Human Resources Officer PARA/LIN: 003 / 01 AOC/SSI/FA/MOS: 42H5P

HIGHEST GRADE AUTHORIZED: Major (O4) BRANCH: AG

ORGANIZATION & LOCATION: Special Operations Detachment - Joint
PVT Henry Costin Armory
8601 Odell Rd
Laurel, Maryland 20708-4027

WHO MAY APPLY: Open to all Traditional Officers in the Maryland Army National Guard in the rank of Major or Captain eligible for promotion immediately upon selection who meet the eligibility criteria.

DESCRIPTION OF DUTIES: Senior Human Resources Officer, (J1) for Special Operations Detachment - Joint (SOD-J). Accountable to the commander for all matters concerning military human resources to include personnel readiness, personnel services coordination, and manpower management both in garrison for the 40 person Special Operations Detachment- Joint (SOD-J), as well as OCONUS for joint forces assigned, attached, or under the authority of the Joint Manning Document of the SOD-J while deployed. Responsible for monitoring entitlements and benefits, strength maintenance, MWR, awards and recommendations, and casualty operations. Prepares personnel related estimates and annexes for the commander and staff, participates in planning, mission analysis, and COA development.

REQUIRED QUALIFICATIONS: Applicant must be an officer in the rank of MAJ or CPT eligible for promotion and have completed military and civilian education commensurate with rank, policy, and regulation. Must be jump qualified or able to complete the Airborne Course within twelve months if selected for the position. Must be able to complete Adjutant branch within 1 year of accepting position if not qualified. Airborne school requires passing APFT at 17-21 year old standard. Requires a Top Secret/ SCI clearance.

SPECIAL INFORMATION

Position is not gender restricted. Assignment limitations of NGR 600-100 apply. Application for this position DOES NOT constitute application for entry into the fulltime federal technician or Active Guard Reserve (AGR) programs. This announcement is for (1) Logistics Officer vacancy - 005/01.

APPLICATION PROCEDURES

Forward the documents listed below to: Special Operations Detachment, Joint
ATTN: MAJ Chase Burnett
PVT Henry Costin Armory
8601 Odell Rd
Laurel, Maryland 20708-4027

1. Military Resume (Biographical Summary) in accordance with format in Appendix H NGR 600-100 (Officer applicants only).
2. Three most current available OERs/NCOERs.
3. Current ORB/ERB
4. Personnel Qualifications Record (PQR) printed from UPS.
5. DA Form 705 (APFT Scorecard) within 12 months of the board date. A physical profile may be submitted in lieu of APFT record.
6. Height-Weight Statements within 6 months of the board date. DA Form 5500-R/5501-R must be included if soldier exceeds authorized screening table weight of AR 600-9.
7. Optional applicant memorandum to provide additional information to the president of the selection board not contained in the above listed documents.

All applications will be screened without regard to ethnicity, religion, gender or national origin. Selection will be made the basis of military education, skills and individual experience.

Questions concerning this position vacancy announcement should be directed to:
MAJ CHASE BURNETT Commercial: (301) 210-2367 / E-Mail: patrick.c.burnett.mil@mail.mil